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The Business of Archives



Market Street South from 8th Street, Wilmington, Delaware 1915

Wilmington looks forward to being MARAC's perpetual fall host with the first of three autumnal meetings in 1995. The brisk air will greet conference participants who come to our thriving and easily accessible city.

The program, "The Business of Archives" focuses on the 'how to' of running archives. Sessions and workshops will explore business aspects

of running archives, as well as interacting with the business community, and archives as service organizations themselves. Included are, useful sessions on how to work with professionals in other fields, management and career-related issues, regional planning for Archives Week, as well as what's hot and what's not in Washington. We even have a session on how to

turn on a VCR! (plus lots of other similarly handy tidbits on audiovisual equipment in general.)

The Historical Society of Delaware will host our reception at their brand new Delaware History Center, within easy walking distance of the hotel, on Friday night. And of course, who would miss the traditional MARAC Lunch

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Business of Archives

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(professor Lu Ann De Cunzo of the anthropology department at the University of Delaware will fill us in on preliminary findings of archeology in New Castle, Delaware) and the sumptuous business breakfast on Saturday. MARAC has it all, so don't miss Wilmington!

Congratulations to

Fynette Eaton

**on being elected
a Fellow in
the Society of
American
Archivists**

Of Mailing Times and Deadlines

There has recently been a significant change in the way the *Mid-Atlantic Archivist* will be distributed. Beginning with the spring 1995 issue, each spring and fall issue will be sent to members via first class mail. The purpose of this change is to ensure that members receive information on MARAC meetings in plenty of time to plan their attendance, something which often did not happen when all issues were delivered fourth class. For now only the spring and fall issues are affected; the summer and winter issues will continue to go the regular fourth class route.

The editors want to encourage continued contributions to the newsletter. Our deadlines for the four year issues remain March 1, June 1, September 1, and December 1. We can accept material up to the 10th of each month but submissions received after the 10th will not make it to publication. We do appreciate the input we have received in the past and hope that it will continue in the future or even increase.

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New Members List

Marie B. Allen
National Archives

Arda Agulian
Rutgers University

William J. Bosanko
National Archives

Sally S. Bright
*Friends of the Patapsco Female
Institute*

Bob Chew
Cliveden

Scott DeHaven
*American Philosophical Society
Institute*

Mary E. Edsall
*Dance Heritage Coalition, Library of
Congress*

Rekka Gandi
Rutgers University - Student

Rachel Garrett
History Associates

Sister Reginald Gerdes
Oblate Sisters of Providence

Beth Harris
Hollins College

Edward L. Lach, Jr.
Baltimore Museum of Industry

John LeGloahec
Rockefeller Archive Center

Eric Luf
*SUNY, Health Science Center
Library*

Kristi Mashon
History Associates

Mike Mashon
University of Maryland

Jeanine M. Mazak
Duquesne University - Student

John F. Moroz, Jr.
Air Force Reserves

Rob Schoeberlein
Maryland Historical Society

Linda Sellars
*University of North Carolina at
Chapel Hill*

Donna Shear
No affiliation

Sandra Stelts
Penn State University

Alicia Sukoff
Staten Island Historical Society

Dianne Turpin
No affiliation

Holmes Wolfe
Shady Side Academy

MARAC MEETINGS

Fall Meeting 1995
Wilmington, Delaware
November 9th - 11th

Spring Meeting 1996
College Park, Maryland
May 2nd - 4th (tentative date)

Fall Meeting 1996
Wilmington, Delaware
November 7th - 9th

Spring Meeting 1997
Charlottesville, Virginia
No dates set

Fall Meeting 1997
Wilmington, Delaware
November 6th - 8th

Spring Meeting 1998
State College, Pennsylvania
No dates set



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- **The Metropolitan Toronto Archives** is using GENCAT to structure a multilevel database satisfying RAD, the Canadian adaptation of ISAD(G).
- **Washington State Archives** uses GENCAT centrally and in regional offices for a very user-friendly data structure that can be exported as MARC when required.

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State & Local News.....



DC

Trudy Huskamp Peterson and Frank B. Evans have retired from the National Archives.

The scheduled event for the DC Caucus for October was a meeting with Page Putnam Miller, Director of the National Coordinating Committee for the Promotion of History, for an update on developments with the 104th Congress. On Wednesday, December 6th at 3:30 P.M. the DC Caucus plans an excursion to Tudor Place (1644 31st St., NW), the ancestral home in Georgetown of one of Martha Washington's granddaughters.

Outgoing DC Caucus Chair Rod Ross has been named an ex officio member of the Nominations Committee. Anyone interested in being on the Spring MARAC ballot should contact him.



Five Fellowships Offered at George Meany Memorial Archives

The George Meany Memorial Archives is the official archives of the American Federation of Labor and Congress of Industrial Organizations, located in Silver Spring, MD, near Washington, D.C.

Three archives, one museum, and one library fellowship, for academic year 1996-97, available to full-time graduate students in history, library science, museum studies, or related fields. U.S. citizenship required.

Earn \$11,500 for academic year, based on three 6.5 hour workdays per week. Your university provides tuition remission, where applicable.

Send current resume, cover letter, one letter of recommendation, official college transcripts, and a writing sample

to: The Archives Fellows Program (specify archives, library, or museum), George Meany Memorial Archives, 10000 New Hampshire Avenue, Silver Spring, MD 20903

Applications accepted December 15, 1995 to March 15, 1996. Further inquiries are welcome at (301) 431-5441.



National History Day, which occurs annually in June, was designed to give junior and senior high school students the opportunity to do indepth research in history and to share their information in a creative and meaningful fashion. Throughout the school year, students engage in extensive research of primary and secondary sources to prepare papers, projects, performances and media presentations based on an historical theme. The 1996 theme is "Taking Stand in History." We need your help in helping students prepare for the local and citywide competitions in April and May of 1996.

There are several ways in which local professionals can be involved in the competitions: suggesting resources and topics within your holdings; giving informal talks on using resources or on doing research either through tours or classroom presentations; acting as a consultant for teachers to call for information and guidance; being a judge; being a mentor and working with students one-on-one in preparation of their entries. Training for mentors will be held in late October or early November and will involve roughly 10 hours of your committed time throughout the year.

If you are interested in being involved or if you would like to receive additional information, please contact: Anne Eigeman at The Historical Society of Washington, D.C. (202) 785-

2068 or Donna Wells at the Moorland-Spingarn Research Center, Howard University (202) 806-7480.



The Preservation Interest Group of the DC Library Association presented Maxine Sitts of the Commission on Preservation and Access. She spoke on Intellectual Preservation, Digital Time Stamping and Electronic Formats, on Tuesday, September 26, at the Georgetown University Law Center.



The Office of the House Historian has become one component of a newly formed Legislative Resource Center for the House of Representatives. The Legislative Resource Center combines the operations of Records and Registration, the House Library, the House Document Room, and the Office of the Historian. The purpose of this consolidation is to provide members and staff of the House of Representatives and the general public easy access to historical and current records of the House.

In addition to the responsibilities each of these four offices has carried in the past, the Legislative Resource Center envisions more active and accessible programs for scholars, educators, and the general public. The Office of the Historian will be a vital and visible part of this Center.

To head the Center the Speaker has appointed John J. Kornacki, formerly Director of the Everett McKinley Dirksen Congressional Research Center. Kornacki, who holds a master's degree and doctorate in resource development from Michigan State University, has taught political science at Bradley University and the University of Illinois at Springfield. As director of the Dirksen Center he coordinated

teacher institutes and conferences on congressional leadership. He is also the editor of *Leading Congress: New Styles, New Strategies*, a book based on papers presented at a Dirksen-sponsored conference. In his seven years as director of the Dirksen Center Kornacki worked with the Office of the Historian on numerous projects. The Dirksen Center holds the papers of several members of Congress, most recently accessioning the papers of former minority leader Bob Michel.

MARAC itself and members individually responded quickly with letters and phone calls when it appeared that the reorganization of the House of Representatives would eliminate the Office of the Historian. This support was deeply appreciated.



DE

On August 15, 1995, the Delaware Historical Records Advisory Board published the *Directory of Historical Records in Delaware* in booklet form and on a 3.5 inch computer diskette in WordPerfect 5.0. Later this fall the *Directory* will also be available on Internet in ASCII format from the Delaware State Archives.

This 28-page compilation by Richmond D. Williams, DHRAB and MARAC member, updates a similar 1987 directory and gives brief descriptions of the historical collections in c. 50 Delaware institutions. This publication was made possible by grants from the Delaware Heritage Commission and the National Historical Publications and Records Commission.

Copies of the *Directory* will be available for inspection at the MARAC Fall 1995 meeting registration desk in Wilmington. Free copies of the booklet and/or computer diskette may be obtained by contacting:

R. D. Williams (1) by mail at 202 Brecks Lane, Henry Clay, DE 19807; (2) by FAX - 302-429-9458; or (3) by E-mail - rdwms@strauss.udel.edu.



MD

The Maryland State Archives has opened its Home Page on the World WideWeb offering comprehensive and up-to-date information on Maryland state government. Working in cooperation with Maryland's SAILOR project, the Archives has available information on the executive, legislative and judicial branches of the state government, including biographical sketches and photographs of constitutional officers and members of the General Assembly. The staff of the *Maryland Manual*, a biennial publication of the Archives, provides continuous updates of this information. Users of the Home Page also can obtain information about a variety of archival services in the following categories; Reference Services, Geographical Services, Education and Outreach, Preservation and Conservation. The Archives URL is:

<http://www.mdarchives.state.md.us/>

St. Mary's County Archives Expands After Detonation

According to a release from the St. Mary's County Sheriff's Department, a flare cluster bomb and live primers from empty 90mm shell casings were uncovered in the former Maryland National Guard Armory Building which now houses the St. Mary's County Memorial Library and SMC Records Center & Archives. The ordnance was discovered in the ceiling of the rifle range which was being leased to a local gun club. This incident occurred July 12, 1995 as members of the Public Works Department were completing an inspection to do a cost estimate for a temperature/humidity control system for possible archival storage. State Fire investigators and a military bomb squad detonated the ordnance behind the building without incident. The explosives were dated 1959. The

former commander of the Leonardtown Maryland National Guard Armory commented that his unit was **not** an artillery unit and could not account for the ordnance. The first floor of the Armory building was renovated in 1983 to become a public library. The second floor was renovated for archival use in 1989. August 8, 1995 the St. Mary's County Commissioners approved funding to renovate the rifle range for use as expanded archival space.

★★★★

August 11, 1994 the Finance Department of St. Mary's County received a letter from the State of Maryland Office of the Attorney General/Antitrust Division seeking documents to use in an insurance antitrust case. Joe Suchinsky, Director of Accounting, was able to research the documents, some dating to 1982, here at the Records Center. October 17, 1994 the Attorney General sent a letter of appreciation to then County Commissioner President Mr. Loffler. Part of the letter reads, "Thanks in large part to the hard work of Joe Suchinsky in attempting to locate as many of the documents as specified in the August 11, 1994 letter as still exist, we have been able to achieve a settlement in principle in the case worth \$36 million."



NJ

American Association for Cancer Education Records Available for Research

The University of Medicine and Dentistry of New Jersey (UMDNJ) Libraries announce that the records of the American Association for Cancer Education (AACE) are now open and available to researchers. The UMDNJ Libraries' Special Collections Depart-

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State & Local News

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ment was designated in 1994 as the official repository for the AACE records.

The AACE was founded in 1947 as the Coordinators of Cancer Teaching (CCT), and reorganized in 1967 under its present name. The primary mission of the AACE is to "enhance cancer knowledge within the framework of the medical school curriculum." The AACE promotes cancer education and provides the opportunity for members to advance programs for early cancer detection, therapy, and rehabilitation. The Association has sponsored since 1951 the Samuel C. Harvey Lecture-ship in honor of the first chairman of the CCT; the Margaret Hays Edwards Medal was established in 1986 to honor outstanding contributions to cancer education. The AACE conducted a Cancer Education Study in 1976 and 1977, which collected data on cancer teaching in medical schools throughout the country. The journal of Cancer Education has been published by the AACE since 1986.

The records of the AACE, dating from 1947, contain four cubic feet of material and document the history of the organization. The collection contains significant material on the Cancer Education Survey and the organization's annual meetings. Additional records will be added to the collection periodically.

The AACE records are housed in the Special Collections Department at the UMDNJ-George F. Smith Library of the Health Sciences. The Smith Library is located at 30 Twelfth Avenue, Newark, N.J. The Department is open to researchers Monday through Friday, 8 a.m. to 5 p.m. Researchers should call (201) 982-7830 or 982-6293 for an appointment or for further information.



Rye Historical Society Given Grant to Preserve Photograph Collection

The Rye Historical Society is pleased to announce the receipt of a grant from the New York State Discretionary Grant Program for Conservation and Preservation of Library Research materials to be used for the preservation of its extensive photograph collection. This unique collection of over 4000 images includes 19th century daguerreotypes and tintypes, 20th c. prints and slides as well as late 19th and early 20th c. photograph albums. The photograph collection is an invaluable source of information about Rye's history as it depicts the everyday life of Rye residents including work and recreational activities and the growth and development of the community itself.

The Rye Historical Society operates the AAM accredited Square House Museum, One Purchase Street, in Rye which is open to the public for tours Tuesday and Saturday 12:30 - 4:30 and Wednesday through Friday and Sunday 2:30 - 4:30. The Society's archives and reference library including the photograph collection are open to the public Monday through Friday 9:00 - 5:00. The librarian is on duty to help researchers Monday, Tuesday and Thursday 9:00 - 1:00. For more information call the Society at (914) 967-7588.

★★★★

Local Author Presents New Book on Area Indians to County Clerk Thomas G. Clingan

The Albany County Hall of Records saw a realization of its goal "to preserve and make available...the recorded history of the City and County of Albany" when pages from its collection of early deeds were published in the book, *The Mohicans and Their Land, 1609 - 1730*. Researched and

written by local author Shirley Dunn, the book was presented to Albany County Clerk Thomas G. Clingan.

When Ms. Dunn first became interested in seventeenth-century Indians of the Upper Hudson Valley, her research led her to examine the early deed books in the archives of the Hall of Records. There she discovered Indian drawings, or "handmarks" for signature of the "Wolf", "Turtle", and "Turkey" clans. Other records repositories, including the NYS Archives and the NYS Library, revealed similar pictographic drawings and some rare maps of Indian lands. After further investigation, the author published her findings on the experiences and unique contributions of the Mohicans whose story, she felt, should be better appreciated. For more information, contact Mary Wallen at (518) 447-4500.

★★★★

New Publication on Managing Electronic Mail Available

The New York State Archives and Records Administration (SARA) announces the publication of *Managing Records in E-mail Systems* as part of its State Government Records Management Information Series. This booklet offers readers a comprehensive discussion of critical issues facing government agencies using electronic mail for internal and external communication. Guidelines are provided for developing policies and establishing procedures which will lead to the effective management of records created and captured in e-mail systems. Appendices are included which reproduce a policy on e-mail developed in the private sector, and captured in e-mail systems. Appendices are included which reproduce a policy on e-mail developed in the private sector, and guide to standard e-mail etiquette.

SARA provides centralized records and information systems management services to State agencies. The State Government Records Management Information Series includes booklets, fact sheets, brochures, and directories on many aspects of sound records and information management.

Copies of Managing Records in E-mail Systems and other SARA publications can be obtained by writing to: State Government Records Programs New York State Archives and Records Administration 9C71 Cultural Education Center Albany, New York 12230 (518) 474-6771.

★★★★

New York's Information Locator System Serves the Public

New York State government is one of the largest, most complex in the nation. SARA, in partnership with the NY State Library, has made it easier for citizens to find and use State government information. The New York State Government Information Locator Service (ILS) is an on-line directory that tells users what information is available about a particular topic or from a particular source, what that information contains and how to obtain it. The ILS also provides direct access to all New York State Government internet systems, including those in the State Senate and Legislature, Department of Health and Office of General Services as well as the full-text of important government documents such as the Governor's budget and state of the state message. The ILS is available through the Internet via Gopher (unix2.nysed.gov:71) or World Wide Web (<http://unix2.nysed.gov/ils>).



PA

Heinz Archives Open for Research Use Finding Aid Available on the World Wide Web

The H. John Heinz III Archives at Carnegie Mellon University is now open for research use in Hamburg Hall, Room 1506. The Heinz Archives contains the congressional papers of the late Pennsylvania Senator John Heinz (1938-1991), a Republican member of the U.S. House of Repre-

sentatives (1971-1976) and the U.S. Senate (1977-1991). This collection primarily relates to his Senate career, documenting his work on retirement and aging concerns, health care, banking, international trade and finance, and environmental issues. The papers comprise legislative material generated by the Senator and his Legislative Assistants and Legislative Directors, committee files, VIP correspondence, regional and statewide projects, press office files, campaign material, party/political leadership files, voting and attendance records, scheduling files, office administration files, and constituent service records. Of the original 1,176 cubic feet, over 600 cubic feet has been processed and is open to the public. To learn more about the Heinz Archives and to examine the finding aid, please consult the Heinz Archives homepage on the World Wide Web (<http://www.library.cmu.edu/Guide/Heinz>).

In addition to establishing a traditional archives for the Heinz Papers, Carnegie Mellon University has embarked on an ambitious project to transfer the bulk of the collection into electronic format. HELIOS (The Heinz Electronic Library Interactive Online System) will support full-page digital images and employ full-text, natural language processing for the organization and retrieval of the Heinz Papers. HELIOS will be accessible through the Heinz Archives homepage on the WWW. The campus community will be informed as to its initial release date.

For more information about the H. John Heinz III Archives, the HELIOS project, or for an appointment to consult the Heinz Papers, please contact Edward Galloway, Heinz Archivist, Carnegie Mellon University, 5000 Forbes Avenue, Hamburg Hall, Room 1506, Pittsburgh, PA, 15213, 412-268-7402, eg2d@andrew.cmu.edu.

★★★★

During the week of Oct 8 - 14, 1995, Philadelphia will celebrate ARCHIVES WEEK IN PHILADELPHIA, 1995. Workshops, lectures, exhibits, and walking tours will be offered throughout the week. For more information and/or a copy of the "calendar of events" send an e-mail, call or snail mail me, Margaret Jerrido, Archivist & Director of Urban Archives, Temple University, Philadelphia, PA 19122, mj@astro.ocis.temple.edu, Tel.: (215) 204-6639, Fax: (215) 204-5201.

★★★★

Archives Calendar Available

A special, limited edition calendar is being offered by the PHMC, featuring stunning photographs from the Pennsylvania State Archives. *Pennsylvania: Remembering our Past; Photographs from the Pennsylvania State Archives* became available starting in September, and features the photographic treasures found in the collections of the Archives, notable dates in Pennsylvania history, and information about the Archives and its services.

The Calendar is available for \$13.00 (which includes tax and shipping); To order your calendar send to: Publications Sales Program, Friends of the PHMC, P.O. Box 11466, Harrisburg, PA 17108-1466.

★★★★

Office of Administration Issues Vital Records Disaster Planning Manual

Staff of the Division of Archival and Records Management Services (DARMS), Pennsylvania Historical and Museum Commission (PHMC), prepared a vital Records Disaster Planning Manual which was printed and distributed by the Governor's Office of Administration in May 1995. The manual was designed to help State agencies fulfill some of the requirements of the Commonwealth's Emergency Operations Plan outlined in Annex Z, Records Management, which had previously been issued by the Pennsylvania Emergency Management Agency.

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State & Local News

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Annex Z requires agencies to develop a vital records disaster plan to identify and protect vital records, determine minimum essential resources needed to establish and support disaster procedures, and make advance arrangements to ensure the availability of resources during a disaster. This manual will help agencies identify and protect their vital records, establish a disaster response team and procedures, and determine potential hazards in their facilities. For more information, contact Diane Smith Wallace at (717) 783-9874.

★★★★

Archives Photo Used for Baseball Calendar and Documentary

Florentine Films (Ken Burns's production unit) recently informed staff at the State Archives that the company is using a photograph from Manuscript Group 219, Philadelphia Commercial Museum Photograph Collection, in a

1996 baseball calendar which became available in September 1995. This photograph of men sewing baseballs was also used in Burns's documentary series entitled *Baseball*.

★★★★

Pew Grant Awarded to State Archives for Preservation of Early Land Records

The Friends of the Pennsylvania Historical and Museum Commission (PHMC) have received a three year grant for \$171,000 from The Pew Charitable Trusts to conserve 3,050 Pennsylvania land records held by the State Archives. The documents date to the time of William Penn and show the history of land sale and disbursement in the early days of the Commonwealth. This collection is heavily used by professional land surveyors, historians, archaeologists, and genealogists. Unfortunately, these records are now in severely deteriorated condition accelerated by a laminating pro-

cess they underwent in the 1950s. Conservation treatment will be performed in-house in the paper conservation laboratory at the PHMC's Commonwealth Conservation Center, where the documents will be delaminated, repaired, deacidified, and encapsulated between sheets of polyester film. Funds from the grant will be used to purchase supplies and hire an additional paper conservator for the project. For more information, contact Linda Ries, Division of Archives and Manuscripts, Pennsylvania Historical and Museum Commission, P.O. Box 1026, Harrisburg, PA 17108-1026.



VA

Virginia Commonwealth University Libraries (Richmond) announces the opening of the Adele Goodman Clark papers. Clark (1882-1983) was a prominent figure in the Richmond and Virginia political and arts communities and is known for her involvement in the Women's Suffrage Movement. The collection, approximately 130 linear feet, contains both Clark's personal papers as well as the records of organizations with which she was actively associated, including the Equal Suffrage League of Virginia (later the Virginia League of Women Voters) and the Works Projects Administration Arts Project for Virginia. Processing of the collection was funded by a grant from the National Historical Publications and Records Commission. A printed guide is available. For a copy of the guide or for more information, contact Betsy Pittman at (804) 828-1108 or BPITTMAN@GEMS.VCU.EDU.

★★★★

The Claude Moore Health Sciences Library of the University of Virginia (Charlottesville) has received a grant of \$20,000 from the Rockefeller Foundation to support the preservation, access, and promotion of the Kerr L. White Health Care Collection.

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Dr. White, now retired in Charlottesville, is a nationally and internationally recognized authority in health services research, public health, and epidemiology. In 1991 he donated the bulk of his substantial personal health care research library and his papers to the Claude Moore Health Sciences Library. In keeping with the unique nature of the collection, the Library plans to use hypertext and Mosaic to create an electronic bibliography that will be available on the Internet and WWW. Additional plans include preserving fragile manuscripts and papers via computer scanning so that the full text of many items will be available online.



WV

Arthurdale Heritage, Inc., proudly announces the publication of *A New Deal For America: Proceedings from a national Conference on New Deal Communities*. Edited by Bryan Ward, the book contains articles from *A New Deal For America*, a conference held in July 1994, to commemorate the 60th Anniversary of the homesteading of Arthurdale, West Virginia. Featuring articles by Paul Conkin, Lois Scharf, Ronald Lewis, Harry McDeane, Robert L. Reid, and others, the book examines the unique history of communities built during America's most debilitating economic crisis, the Great Depression. The book examines the conditions that many industrial workers faced during the darkest days of the Great Depression, health care delivery in the coalfields, Eleanor Roosevelt and her role in the construction of Arthurdale, West Virginia, subsistence farming, subsistence homesteads in the American West, progressive education, Arthurdale, and the FSA Photographers. Copies of the book are available by sending requests to *A New Deal For America*, Arthurdale Heritage, Inc., P.O. Box 850, Arthurdale, WV 26520; 1995; 182 pp; paper; 69 illustrations; limited to 500 copies; \$12.00 plus \$3.00 (s/h).

MARAC NEWS

MARAC Membership Application

Dues Year – October 1st - September 30th

☐ Regular \$15.00 ☐ Student/Retired \$5.00

Name: _____

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State Caucus Preference:

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To belong to additional State Caucuses, indicate which one(s) and add \$1.00 each to your dues payment.

May we include your name and address (only) on a MARAC mailing list for distribution?

☐ Yes ☐ No

Please check the category(ies) which best describe(s) your archives:

☐ College/University ☐ Museum ☐ Religious
☐ Corporate ☐ NARA, LC, Presidential Library ☐ State/Local Government
☐ Historical Society ☐ Professional Society, Institute ☐ Other: _____

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Make Checks payable to MARAC and Mail to:

Diana Shenk MARAC Administrator
 W313 Pattee Library, Penn State University
 University Park, PA 16803

Tel: (814) 863-2505

Fax: (814) 865-3665

E-Mail: dxs@psulias.psu.edu

MARAC News

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The following individuals received MARAC meeting scholarships to attend the Baltimore meeting:

Ms. Susan J. E. Illis, Project Archivist, Historical Society of Western Pennsylvania, Member of Pennsylvania Caucus, B.A., History, Westminster College, M.A., History, University of Pittsburgh, 1990

Ms. Ida E. Jones, Project Archivist, Mount Zion Heritage Center of Georgetown, Member of D.C. Caucus, currently a student in the Master's of Public History program, Howard University

Thomas J. Rosko, Archives Assistant, Princeton University Libraries and ACLU, New York, Member of New Jersey Caucus, B.A., Bucknell, History, currently a student in the M.L.S. program at Rutgers University

Congratulations to Susan, Ida, and Tom. We hope to see more of them at future MARAC meetings.

Eileen Parris

Chair, Education Committee

★★★★

Modern Archives Institute Scholarship

MARAC recently instituted a scholarship program to provide two annual scholarships of \$475 to cover tuition for one individual to attend each of the Modern Archives Institutes (winter and summer). This scholarship is established in honor of MARAC member Leonard Rapport and is known as the Leonard Rapport Modern Archives Institute Scholarship.

To qualify for this program an individual must meet the following criteria: be a new member in good standing of MARAC, with a membership of less than three years duration at the time of application, and a member of a State Caucus; be a new employee of at least one and no more than five years in an archival or archives related field at the time of application; and not have received any MARAC scholarships prior to this award.

To apply, submit a current resume, a letter outlining compliance with the qualifications AND including a statement indicating the perceived benefit of attending the Institute, and two letters of recommendation from persons having definite knowledge of the applicant's qualifications.

Scholarship applications should be sent to L. Eileen Parris, Chair, MARAC Education Committee, Virginia Historical Society, P.O. Box 7311, Richmond, VA 23221-0311. Applications for the winter Institute scholarship should be received no later than October 1; recipients will be notified by December 1. Applications for the summer Institute scholarship should be received no later than February 1; recipients will be notified by April 1.

Application is for scholarship only. Applicants must also contact the Modern Archives Institute to reserve space.

Individuals accepting the scholarship agree to write an essay not to exceed 1,000 words for publication in the Mid-Atlantic Archivist describing their experiences at the Institute.

★★★★

Distinguished Member Award

Call for Nominations

The MARAC Steering Committee is requesting nominations for its Distinguished Member Award. Deadline for receipt of nomination: Tuesday, January 2, 1996 at 5:00 P.M. The Award will be given at MARAC's Spring 1996 Meeting in College Park, MD.

Award Criteria

- The Award will be granted one time only.
- The Award may be given on an annual basis.
- No more than three nominees will be recognized in a given year.
- Nomination requires **three letters of support** submitted to the Chair of the Outreach Committee.
- The Outreach Committee will review the nominations for compliance to criteria (listed below) and submit nominations to the Steering Committee.
- Awards will be given to nominees receiving at least a 2/3 approval vote of the Steering Committee.



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- Awards in the form of a wooden plaque and lapel pin will be presented to the recipient at the Spring meeting.

Nominees for the MARAC Distinguished Service Award must be: Long-standing, hard-working MARAC members who have given time and energies to the conference and profession such as: paper presentations, workshops, committee service, duty as State Caucus Representative, MARAC officer, significant contribution to archival service, publications, MARAC meeting arrangements and programming. It is the intent of this award that the recipient be nearing retirement after a long and distinguished career.

Nominations should be sent to: Maxine Lurie, 6 Rye Street, Piscataway, NJ 08854 no later than 5:00 P.M., January 2, 1996.

Past Recipients: Ron Becker, Mary Boccaccio, Don Harrison, Leonard Rapport, and Martha Slotten.

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T-SHIRTS will also be available for purchase at the November Meeting in Wilmington.

REGIONAL ARCHIVES WEEK SET

At its January 1995 meeting, the MARAC Steering Committee established a Regional Archives week. Beginning this year, MARAC Archives Week has been designated as the second week in October.

To support this initiative, the Outreach Committee is planning the following activities:

- Preparation and distribution of a Regional Press Release (Anticipated distribution, Summer 1995)
- Development of a Regional Archives Week Poster (The poster is envisioned to be a collage of regional photos with the Regional Archives Week logo and dates. Individual archives are encouraged to submit photos to be used in this poster. See submission form below. Anticipated distribution, Spring 1996)
- Preparation and Presentation of an Archives Week How-to Workshop (Scheduled for the November 1995 Wilmington meeting)
- Development of a How-to Brochure (Anticipated distribution, Spring 1996)
- Creation of a Clearinghouse of Resource Materials and Consultants (Anticipated availability, Spring 1996)

The Outreach Committee (Maxine Lurie, chair; Fynette Eaton, Jackie Esposito, Leonora Gidlund, Rebecca Ebert, CaSine Schumacher, Leslie Simons, Kristen Turner and Rick Blondo) appreciate all comments, suggestions and any volunteers to ensure the success of this initiative. Contact any of the Committee members or write to: Maxine Lurie, 6 Rye Street, Piscataway, NJ 08854 (201) 761-4463; or (908) 463-1655; Fax #: (201) 761-9596; e-mail: lurie@gandalf.rutgers.edu.

I/My institution would like to submit the following photo(s) for possible inclusion in the Archives Week Poster. [All photos will be returned after the poster has been printed.]

Name _____

Institution _____

Photo _____

Description/Title _____

Credit Line _____

Preservation News

A National Digital Library Federation has been established by leaders of fifteen of the nation's largest research libraries and the Commission on Preservation and Access.

A primary goal of the Federation is the implementation of a distributed, open digital library accessible across the global Internet, consisting of digitized collections from member institutions. In support of that goal, the Federation will establish a collaborative management structure, develop a coordinated funding strategy, and formulate selection guidelines to ensure conformance to the general theme of U.S. heritage and culture. The Federation will also adopt common standards and best practices to ensure full information capture and guarantee universal accessibility.

★★★★

The Library of Congress has awarded a contract to Preservation Technologies Inc., (PTI) of Glenshaw, PA for demonstrated application of the firm's Bookkeeper III mass deacidification process, a technology that neutralizes the acids in paper to prolong its useful life. The contract calls for PTI to treat at least 72,000 books during the next two years. The primary focus of this initiative is to ensure uniform, effective deacidification treatment of processed books and to enhance work flow, including book handling, storage, packing, and transportation procedures.

★★★★

The Library of Congress Preservation Directorate has recently issued the second edition of *Boxes for the Protection of Rare Books: Their Design and Construction*, compiled by Lage Carlson, supervisor of the Phased Conservation Section, Preservation Directorate. This edition is available for \$20 from the Superintendent of Documents, New Orders, P.O. Box 371-954, Pittsburgh, PA 15250-7954; stock order number S/N 030-000-00253-9.

Reference Shelf



Oral History Cataloging Manual, Marion Matters. Oral history interviews have become increasingly important as primary sources of historical information. Like archival records and historical manuscripts collections (until recently), oral histories have seldom been integrated into institutional catalogs and bibliographic utilities — unless transcripts have been formally published and “look like books.” This manual has been created to help “mainstream” oral history cataloging. These rules respect the characteristics of oral history as a distinct intellectual form while following the conventions of standard cataloging practice. These rules are compatible with library and archival cataloging as represented in *Archives, Personal Papers, and Manuscripts*; *Anglo-American Cataloguing Rules*, 2nd edition (AACR 2); and *USMARC Format for Bibliographic Data*. SAA(1995) 80 pp., paper \$25. SAA members \$20. plus \$6 (s/h). Prepayment required. Visa and Mastercard welcome. To order, contact SAA Publications at (312) 922-0140 ext. 21.

★★★★

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For more information about licensing BOOKS IN PRINT, contact Maureen Rooney at 1 (800) 323-3288, ext. 3640.

Book Review

Directory of Historical Records in Delaware. Richmond D. Williams, compiler. Delaware Historical Records Advisory Board, Dover, 1995.

This update of a 1987 survey lists organizations and institutions throughout the state that hold documentary materials and are willing to make them available to the public. Private organizations, historical societies and libraries are included. Entries are listed alphabetically and give the name, the founding date, address, telephone number and fax number and the name of a contact person. Also noted are the times the facility is open, and if copying facilities and/or microfilm readers are available. Descriptions for

holdings give inclusive dates, estimated quantity, areas of interest and physical formats. A geographic index, a list of members of the Delaware Historical Records Advisory Board, and directions for obtaining additional free copies. Interestingly, the guide is available now in hard copy and after January 1, 1996, also on 3.5 inch diskette. Sometime after September 1, 1995, the pamphlet should be available to down-load from the Delaware State Archives Internet gopher. At the time of publication, however, these negotiations were incomplete. Although a slender publication of 27 pages, it is really quite useful in leading researchers to materials unlisted elsewhere.

— Mary Boccaccio

Friends of the New York State Newspaper Project

Maps and Letters from New York State's Civil War Newspapers, 1861-1863

The book is a collection of 27 letters from native New Yorkers who served their country during the first two years of the Civil War.

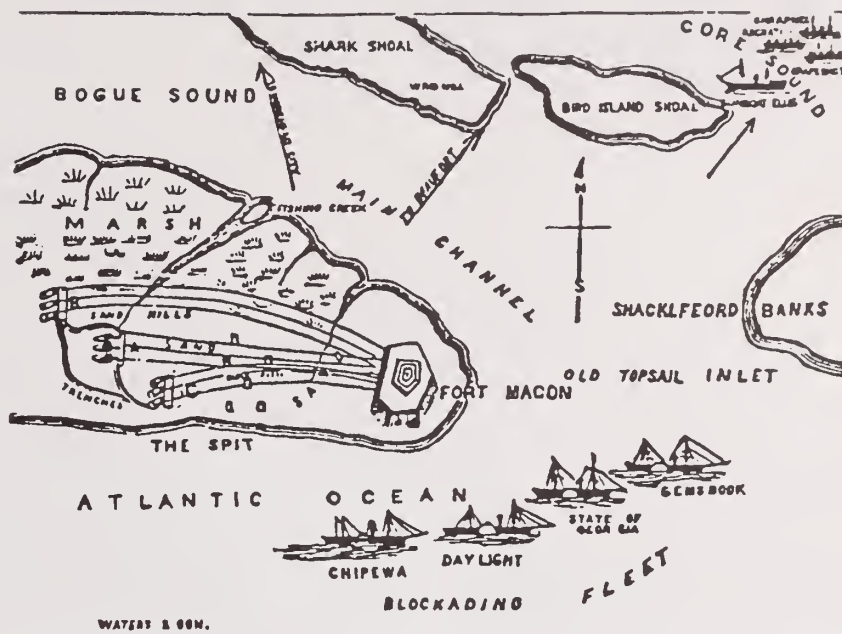
The letters were gleaned from newspapers from all across the Empire State which were published during the conflict and were written by soldiers, sailors, as well as civilians. The men and women who authored them describe their contributions to the war effort, ranging from simply remaining loyal in an occupied city to standing in the front line of a major battle. From Big Bethel to Chancellorsville and from the Atlantic Coast to Arkansas, New Yorkers recorded their experiences and shared them with their hometown readers.

Also included are 32 maps reprinted primarily from New York City's major daily newspapers, which are paired with the letters to give the reader a visual guide to events being described. Many of the maps describe places and events not illustrated in the *Atlas to Accompany the Official Records*.... Together, the letters and maps provide a unique insight into the Civil War military and journalistic worlds. \$18.00 plus \$4.00 postage and handling.

All proceeds from the sale of this book will be used to microfilm newspapers published in New York State between 1850 and 1950 to save the big stories and neighborhood gossip that tell the story of the communities.

For more information on the Friends, call (518) 474-7491. To order, make check or money order payable to: Friends of the New York State Newspaper Project, P.O. Box 2402, Albany, NY 12220.

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News Notes

Major Retrospective of Portraits by Cecilia Beaux Opens at National Portrait Gallery October 6, 1995

"Cecilia Beaux and the Art of Portraiture," opening at the Smithsonian's National Portrait Gallery (Eighth and F Streets N.W.) on October 6, is the first major retrospective in more than 20 years of this artist's work. The exhibition will continue until January 28, 1996, and will then travel to the Westmoreland Museum of Art in Greensburg, Pennsylvania February 25 - May 5, 1996. The exhibition is made possible in part by a grant from the Smithsonian Special Exhibition Fund.

In conjunction with the exhibitions there is a half-day symposium, "Cecilia Beaux and Her Contemporaries: Women Artists in the Gilded Age," Saturday, October 21, 1995, at the National Portrait Gallery, 1:00 to 5:30 P.M. Bailey Van Hook, assistant professor of American art, Virginia Polytechnic Institute and State University, will present a lecture on women and the arts at the turn-of-the-century, Nancy Mowll Mathews, Eugenie Prendergast Curator, Williams College Museum of Art, will discuss Mary Cassatt and portraiture, and Ellen Emmet Rand, a descendant of the Emmet family, will talk about the Emmet family and portraiture. Tara Tappert, who will be the moderator for the symposium, will conclude the event with a gallery tour of the Cecilia Beaux exhibition. The symposium is jointly sponsored by the National Portrait Gallery and Smithsonian Resident Associates, code 413002, (members \$36; nonmembers \$48). For further information and reservations call (202) 357-3030.

Beaux (1855-1942) was one of the most important and successful portrait painters of her time. Among the important commissions she completed in the early 1900s was a portrait of Mrs. Theodore Roosevelt and her daughter Ethel, painted in the White

House Red Room over a two-month period in 1902. On view in the exhibition, the work captures Mrs. Roosevelt in conversation with a visitor while appearing to gently quiet her vivacious daughter.

Fifty-nine paintings are on view in the show including such well-known portraits as "Les derniers jours d'enfance" (1883-1885), "Dorothea and Francesca" (1898), and "Man with a Cat" (1898-1899). Also included are some 20 drawings, watercolors, scrapbooks, and other related materials.

Many works are on public display for the first time, including a previously unknown portrait of fellow artist T. Alexander Harrison, who helped Beaux decide to become a professional portraitist while they were working in an art colony on France's Brittany coast in summer 1888.

In the 1880s, Beaux launched her career with a variety of decorative arts projects, including lucrative and popular portraits of children on china plates. While she later denounced these plaques as "the lowest depth [she] ever reached" and hoped they would wear out "their suspending fires" and be "dashed to pieces," the work foretold her future in portraiture.

"People do seem to me more interesting than anything else in the world, and that is the bottom of my success in heads," Beaux wrote her uncle in 1888.

By the turn of the century Beaux was known on both sides of the Atlantic for her bravura brushwork, lush color, and consummate ability to combine likeness and genre. Her "International Style" portraits were frequently compared by critics to those of John Singer Sargent.

Beaux's last important commission came in 1919, when she was chosen by the National Art Committee to depict three leaders of World War I, including French Premier Georges Clemenceau. An injury in 1924 limited her ability to paint.

Tara Leigh Tappert, an independent scholar and authority on Beaux, is guest curator and author of the accompanying catalog, as well as a full-scale biographical study—"Out of the

Background: Cecilia Beaux and the Art of Portraiture"—which is currently under review with several publishers.

The National Portrait Gallery in Washington, D.C., is located above the Metrorail Gallery Place station. The gallery is open from 10 A.M. to 5:30 P.M. daily, except December 25. Admission is free.

★★★★

Applications are invited for the eleventh year of the United States Capitol Historical Society Fellowship. This fellowship is designed to support research and publication on the history of the art and architecture of the United States Capitol and related buildings. Graduate students and scholars may apply for periods ranging from one month to one year; the stipend is \$1500 per month. Applications must be received by February 15, 1996. For further information contact Dr. Barbara Wolanin, Curator, Architect of the Capitol, Washington, D.C. 20515, (202) 228-1222.

★★★★

ICHIM '95 • MCN '95, "Hands on Hypermedia & Interactivity in Museums" International Conference

ICHIM '95, the third international conference devoted entirely to the exploration of Hypermedia and interactivity in museums, will convene on October 9-13, 1995 in San Diego, California in conjunction with MCN '95, the annual conference of the Museum Computer Network, the U.S. based association dedicated to the use of computer technology to achieve the cultural aims of museums.

The focus of ICHIM '95 • MCN '95 is on museums. Technology, administrative, legal and economic issues, design concerns, research and commercial implications will all be discussed from the perspective of museum applications and the diverse audiences for which they are created.

For detailed registration information, contact: Archives & Museum Informatics 5501 Walnut St, Suite 203 Pittsburgh, PA 15232-2311 USA 412-683-9775 (phone) 412-683-7366 (fax) 74543.2367@compuserve.com

National & Regional Associations

New England Archivists Fall Meeting Clark University, Worcester, Massachusetts, October 20-21, 1995

The semiannual meeting of New England Archivists (NEA) will be held on October 20-21 at Clark University in Worcester, Massachusetts.

The theme of the meeting will be preservation planning for archival collections. Our responsibility to insure the long-term preservation of collections can be daunting, especially when faced with limited resources. The meeting's keynote speaker will be Christine Ward, Chief Archivist at the New York State Archives; she will discuss some of the difficulties archivists face in setting priorities and developing effective preservation strategies.

The meeting will include several sessions on preservation issues. A session on preservation survey tools will evaluate the usefulness of three assessment tools that can be used in-house to identify preservation problems and provide guidance for preservation activities. A session on climate control and fire protection will provide up-to-date information and offer practical suggestions for creating an improved environment for preservation. A session on the relationship between systematic preservation programs and grant-funded preservation projects is also planned.

The meeting will offer two sessions dealing with new technologies. One will consider current and potential uses of the World Wide Web by archivists. Two archivists who have set up Web sites will comment on their experiences, and an online "tour" of various archives and museum sites is planned. The second session will address what some foresee as the decline of print culture and its implications for archives and libraries; this remains the subject of intense debate. An archivist and a librarian will present their own visions of this change, and time will be provided for discussion.

Finally, the meeting will include a session on educational curricula developed from archival sources for primary and secondary schools. Speakers will discuss the New York State Library's program based on New Amsterdam records of the 17th century and a program for Connecticut students based on family letters and documents from the New Haddam Historical Society and other archives. Members of NEA should receive registration materials in the mail. Others who wish to receive preregistration materials, or who would like more information on the meeting, should contact Lora Brueck, NEA Fall Meeting Registrar, Gordon Library, Worcester Polytechnic Institute, 100 Institute Road, Worcester, MA 01609; tel. no. (508) 831-5413; Internet: lbrueck@wpi.edu.

★★★★

The Oral History Association invites applications for three awards to be presented in 1996 that will recognize outstanding work in the field. Awards will be given for a **published article or essay** that uses oral history to advance an important historical interpretation or addresses significant theoretical or methodological issues; for a **completed oral history project** that addresses a significant historical subject or theme and exemplifies excellence in oral history methodology; and to a **postsecondary** educator involved in undergraduate, graduate, continuing, or professional education who has made outstanding use of oral history in the classroom. In all cases, awards will be given for work published or completed between January 1, 1995 and March 30, 1996.

Awards are honorific and will be announced at the Association's annual meeting, to be held October 10 - 13, 1996, in Philadelphia, Pennsylvania. The Association welcomes entries and nominations from all who practice oral history, including academic scholars

and educators, public history institutions and practitioners, independent professionals, libraries and archives, community-based groups and individuals, and others.

For guidelines and submission information, write Rebecca Sharpless, Executive Secretary, Oral History Association, Baylor University, PO Box 97234, Waco, TX 76798-7234; OHA_Support@Baylor.edu. Deadline for receipt of all nomination materials is April 1, 1996.

★★★★

CALL FOR PAPERS, Oral History Association Annual Meeting

Holiday Inn-Center City, Philadelphia, Pennsylvania, October 10-13, 1996

The Oral History Association invites proposals for papers and presentations for its 1996 annual meeting, to be held October 10-13 in Philadelphia, Pennsylvania. The theme of the meeting is "Oral History, Memory, and the Sense of Place." Proposals that relate oral history to popular and professional notions of history; the construction of local memories; the relationship between vernacular, covert, or suppressed histories and official history; the importance of locale in shaping community identity; the nature and role of nostalgia in local memories; the uses of memory in heritage based tourism; and related topics are especially encouraged. Proposals on other subjects are also welcome.

The Program Committee invites proposals from oral history practitioners in a variety of disciplines and settings, including academic institutions, museums and historical societies, archives, and community organizations, as well as independent historians. Sessions may address oral history as it is used in a variety of media, including radio, film, video, exhibitions, and

Continued on P. 16

National & Regional Associations

Continued from P. 15

drama. While sessions may be organized as panels with formal presentations, the Program Committee also encourages roundtables and workshops, media and performance-oriented sessions, and sessions that invite audience involvement. Graduate student proposals and proposals related to undergraduate and precollegiate use of oral history are encouraged. OHA policy disallows those who have presented a paper at the 1995 annual meeting from doing so in 1996; such individuals may, however, serve as session chairs or commentators.

Proposals for entire sessions should include a title and one-page description of the issues and questions the session will address; the title, name of presenter, and one-page abstract of each presentation in the session; the name of the convener; a suggested commentator; and short vitae, including affiliation, mailing address, and

phone numbers, for each presenter. The Program Committee encourages sessions in which participants represent the full diversity of oral history practitioners. Individual paper or other proposals should include a title and one-page abstract of the presentation and a short vitae of the presenter.

For further information or to submit proposals, contact: Howard L. Green, New Jersey Historical Commission, CN 305, Trenton, NJ 08625, (609) 984-3460 (phone), (609) 633-8168 (fax), hlgreen@pilot.njin.net (e-mail); OR Linda Shopes, Division of History, Pennsylvania Historical & Museum Commission, Box 1026, Harrisburg, PA 17108, (717) 772-3257 (phone), (717) 787-4822 (fax); lshopes@llp.ptn.ll.pbs.org (queries only). Deadline: December 15, 1995.

★★★★

The Fall 1995 meeting of OHMAR (Oral History in the Mid-Atlantic Region) will be held Saturday, October 14 in Wilmington, DE at the Delaware History Center. The program will highlight oral history efforts in Delaware and offer workshops for beginning and

experienced oral historians. Registration for the entire conference is only \$20 (\$15 for members).

For more information please contact John Schuchman, Gallaudet University, 800 Florida Ave., N.E., Washington, DC 20002. Tel.: (202) 651-5474, Fax: (202) 651-6453, e-mail: jsschuchman@gallau.bitnet.

★★★★

NAGARA Annual Conference

Our nation's capitol beckons you to the 1996 NAGARA Annual Conference, July 16-20, 1996 at the Sheraton City Center Hotel in Washington, DC. The 1996 theme is Strategic Partnerships. For further information call Nancy Fortna, Local Arrangements Chair, at (301) 713-7390 or Peter Schinkel, Program Chair, at (404) 656-2373.

★★★★

The fourth annual conference of the Society for the History of Authorship, Reading and Publishing will take place July 18-21, 1996, in Worcester, Massachusetts, under the auspices of the American Antiquarian Society and its Program in the History of the Book in American Culture. SHARP welcomes proposals for papers dealing with the creation, diffusion, or reception of the written or printed word in any historical period. Conference proceedings will be in English, but papers may deal with any national literature. There are no limitations on topics, but we may organize special panels on comparative histories of the book; the book in the Americas; the collection and description of archival material and statistical information on printing, publishing, and reading; and future agendas for the field.

Submissions are encouraged from academics, graduate students, librarians, professionals in the book trades, and others with a special angle of vision on the field. Proposals for either individual papers or full panels may be submitted.

Proposals (one page maximum per paper) and inquiries about the conference itself should be sent to: SHARP

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1996, American Antiquarian Society, 185 Salisbury Street, Worcester, Massachusetts 01609-1634, USA; fax (508) 754-9069; e-mail: cfs@mark.mwa.org. Although submissions by e-mail and fax will be accepted, original hard copy is greatly preferred. The deadline for submission of proposals is November 20, 1995.

For information about AAS and its Program in the History of the Book in American Culture, contact John B. Hench, the Society's director of research and publication, or Caroline F. Stoa, as above. For information about joining SHARP and subscribing to the SHARP newsletter, write Jonathan Rose, History Department, Drew University, Madison, New Jersey 07940, USA.

People

Larry J. Hackman has announced that he is resigning his position as State Archivist of New York. In July he will become the new director of the Harry S. Truman Presidential Library and Museum in Independence, Missouri.

Hackman was appointed State Archivist of New York in 1981 after holding senior positions at the John F. Kennedy Library in Boston and the National Historical Publications and Records Commission in Washington, D.C.

Under his leadership, the State Archives, which opened only in 1978, developed into the New York State Archives and Records Administration (SARA), a broad records and information management agency SARA now regulates, advises and assists state agencies as well as local governments and historical records repositories statewide. It acquires, preserves and makes accessible New York's colonial and state records that have enduring value for research, education, public policy, and the protection of rights.

The holdings of the State Archives include some of the most valuable archives in the nation, from the records of New Netherlands, the Erie Canal, the Civil War, and the age of (more) immigration, to the gubernatorial files of Al Smith and Franklin Roosevelt and Herbert Lehman, to records documenting key decisions and programs of the early 1990s.

During Hackman's tenure, the holdings of the State Archives doubled and public use increased by more than 1,000 percent. A series of proposals advanced by Hackman and his colleagues at SARA resulted in the laws creating the Local Government Records Management Improvement Fund, the Documentary Heritage Program, and the State Archives Partnership Trust. The New York State Archives and Records Administration is

recognized nationwide and worldwide as a model for excellence and innovation.

A native of Missouri, Hackman will be the third director of the Truman Library which has begun a \$10 million program to replace all of its exhibits, to renovate its public areas, and to expand its educational programs. The Library administers the personal, political and White House files of Harry S. Truman and of many of his colleagues. Hackman will also serve as secretary of the Truman Institute for National and International Affairs.

Sandra L. Hackman, director of operations for the New York State Museum, has also resigned. Also a native of Missouri, she was formerly executive director of the Albany-Schenectady League of Arts, director of the Capital District Arts Decentralization Grant Program, and President of Historic Cherry Hill.

The Hackmans will live in Kansas City, Missouri.

Eric L. Pumroy has been appointed Director of the Library and Archives at the Balch Institute for Ethnic Studies in Philadelphia. Prior to coming to the Balch, Mr. Pumroy was Head of the Ruth Lilly Special Collections at Indiana University-Purdue University Indianapolis, where he was responsible for building research collections on German-Americans and modern American Philanthropy. He recently completed an NEH-funded project to survey and acquire records of the American Turners, a German athletic, cultural and political organization active throughout the United States since the mid-nineteenth century. His research guide to the Turner movement is scheduled to be published by Greenwood Press next year. Mr. Pumroy has graduate degrees in European History and Library Science from the University of Chicago, and he has been active in the Society of American Archivists and the Midwest Archives Conference.

The Library of the Balch Institute for Ethnic Studies has one of the country's largest collections of printed and manuscript material documenting the history of American ethnic groups.



STEERING COMMITTEE

Summary of Steering Committee Actions and Reports at the Meeting of 21 July 1995 in Baltimore, Maryland:

Steering Committee:

- approved the minutes of the 20 April 1995 Steering Committee meeting, with no corrections;
- approved a special meeting on October 6 of the Steering and Meetings Coordinating committees, recommended by the Meetings Coordinating Committee, to discuss local arrangements issues and to review changes in the Meetings Handbook;
- passed a motion approving the proposed MARAC budget for fiscal year 1995/96, as recommended by the Finance Committee and with no amendments;
- approved a Finance Committee recommendation to increase the number of scholarships to be offered each year for attendance at the NARA Modern Archives Institute to two because there are currently two Institutes offered per year;
- approved the proposal submitted by the Education and Finance committees for two annual scholarships, to be known as the Leonard Rapport Scholarship (as suggested by Ben Primer), to cover tuition for an individual to attend each of the Modern Archives Institutes (winter and summer), provided the funding is available in the MARAC budget;
- returned the recommendations of the Arline Custer Award Committee to that Committee for further review and evaluation of section 6;
- asked the Membership Development Committee to submit proposals for various levels of funding for a proposed New Members Ad Hoc Steering Committee Seat; and
- recommended that the Publications Committee not allocate space on the MARAC publications table to any non-MARAC publications.

The Chair:

- reported on the passage of the MARAC resolution in opposition to the appointment of John Carlin as Archivist of the U.S. by a vote of nine for, 1 against and two abstentions;
- announced the appointments of Maxine Lurie as chair of the Outreach Committee and of Linda Miller as a member of the Publications Committee;
- disbanded the former APEX Committee, announced that she will appoint a small committee to develop a plan for a regional technical assistance program by next summer (or to recommend that the idea be abandoned) and announced that she will appoint a chair to head the Strategic Plan Committee by the fall meeting; and
- called for a volunteer to staff the MARAC booth at SAA on Thursday August 31 from 9:30 to 11:00 a.m. (Rod Ross, D.C. Representative, volunteered).

The Vice Chair reported:

- on past, current and future meetings:

* That the final report and recommendations from the Baltimore meeting had been submitted to the Meetings Coordinating Committee and that the final attendance figure was 511 paid registrations, with a total profit of ca. \$7,000 to be divided between MARAC and OHMAR according to the proportion of each organization's members in attendance;

* Fall 1995, Wilmington, Delaware, November 9-11 - venue: Holiday Inn-Downtown, theme: "The Business of Archives," first of three fall fixed-site semi-annual meetings, room rates: \$69.00, parking included, Jon Williams, local arrangements chair, program co-chairs Judith Robins and Leslie Simon;

* Spring 1996, College Park, Maryland, May 2-4 - venue: Holiday Inn (10000 Baltimore Blvd.), Jim Stimpert

and Phil Albert, program co-chairs, Yvonne Carignan and Matthew Gilmore local arrangements co-chairs;

* Fall 1996, Wilmington, Delaware, November 7-9 - venue: Holiday Inn-Downtown, second of three fixed-site semi-annual meetings, room rates: \$69.00, parking included, no local arrangements or program chair;

* Spring 1997, Charlottesville, Virginia, no dates or venue set, no program chair, Marsha Trimble, local arrangements chair;

* Fall 1997, Wilmington, Delaware, November 6-8 - venue: Holiday Inn-Downtown, third of three fixed-site semi-annual meetings, room rates: \$69.00, including parking, possible joint meeting with Mid-Atlantic Regional Museums Organization, no local arrangements or program chair; and

* the State College, Pennsylvania, meeting previously planned for Spring 1998 has been postponed for one year because of construction on the Penn State campus.

Steering Committee also:

- heard a report by Baltimore Local Arrangements Committee Chair Laurie Baty in which it is recommended that MARAC hire a half-time administrator to handle the work of the current MARAC administrator and some LAC work;
- received the report of the Meetings Coordinating Committee that the Wilmington registration packets would be mailed around Labor Day, that the Wilmington LAC is concerned over the fact that the dates planned for the first two Wilmington meetings fall on the Veteran's Day weekend, and that local arrangements committees needed for the three Wilmington meetings will need to be drawn from the surrounding states;
- received the third quarter report of the MARAC treasurer for fiscal year 1994/95 that income from dues is up because a number of people became members at the Baltimore meeting, that income from publications is at 99%, that advertising income is low

but is picking up, that bank interest is increasing slightly as interest rates go up, that the conference income figure represents income from the Richmond meeting minus the advance made to that meeting and a partial return of the advance made to the Baltimore meeting, that newsletter expenses are up because of the first class mailing of the spring issue, and that the membership renewal expense figure is high because many reminders had to be sent out, but that overall MARAC made a profit for this quarter which is unusual in the third quarter;

- received the report of the MARAC administrator that membership is currently 1130, that the Directory is at the printer and will be mailed out at bulk rate, and that five mailing lists have been sold;

- received the report of the MARAC archivist that he has been keeping current in the processing of new accessions and that the records of former MARAC Chair Karl Neiderer are in the possession of current Chair Fynnette Eaton and will be turned over to the archives next week;

- received the report of the Education Committee that there were 97 workshop attendees at the Baltimore meeting and that evaluations were positive, that the meetings handbook needs to be revised to emphasize that evaluations must be sent to the Education Committee along with the attendance lists, and that the Committee has received only four applications for three scholarships even though the application was placed on the archives listserv and personal invitations were issued to new members joining at the Baltimore meeting;

- received the report of the Membership Development Committee that welcome letters have been sent to new members and that their names have been submitted to the MAA, that the mentoring program has been posted on various listservs, that possibly two new mentors have been paired with mentees who have been waiting for more than a year, that three

new mentees have signed up with seven already on the waiting list (one from New York City), that fifty recruitment letters were sent to Baltimore attendees who are not MARAC members, that a comparison will be made between SAA members from the region and MARAC membership with letters to be mailed to those non-MARAC members, and that lists of lapsed members will be provided to the caucus chairs;

- received the report of the Outreach Committee that plans for Archives Week are in progress for the week of October 8-14, that the Committee is working on an Archives Week poster for next year, that there will be a session regarding Archives Week at the Wilmington meeting, that t-shirts are still available, and that the Committee will be reviewing nominations for the Distinguished Member Award;

- received the report of the Publications Committee that the text of the new membership brochure is ready for review, that a table will be provided at future conferences for the display of repository publications, that a flyer calling for new technical leaflets will be distributed, that term limits have been set for the positions of MAA editor and associate editor, with the associate editor succeeding the editor after [?] years, that Associate Editor Dick Wood will now take over the position of editor from David Anderson with a three-issue transition period, and that there is a vacancy in the position of associate editor; and

- received the report of the NCCPH liaison that the legislative scenario regarding the budgets for the National Archives and NHPRC and the futures of NEA and NEH is changing daily and that she will attend both OAH and AHA and report on further developments at the fall meeting.

CALENDAR

SAA

San Diego

September 1-8, 1996

For more information, contact: Meeting Planner, Society of American Archivists, 600 S. Federal, Suite 504, Chicago, Illinois 60605, (312) 922-0140



SAA on the Internet

SAA is on the Internet and has its own World Wide Web Home Page. Access the *SAA Publications Catalog*, annual meeting information, membership application, workshops schedule, mentoring info, SAA logo, student chapter info, guidelines, directories, leadership list, code of ethics, strategic plan, media kit, and more! To get additional information on SAA's World Wide Web Home Page, contact:

<http://volvo.gslis.utexas.edu/~us-saa>

In addition, as reported in the January issue of *Archival Outlook* (page 6), a variety of documents can be accessed by contacting:

info@saa.mhs.compuserve.com

Enter the following in the subject field:
get info

Your suggestions and feedback regarding SAA's online information service are welcome.

News from the National Archives

NHPRC Recommends Seven Grants Totalling Up To \$292,088

The National Historical Publications and Records Commission (NHPRC) met on June 22, 1995, and recommended up to \$75,000 for two documentary editing projects, up to \$65,440 for two projects to increase document use, and \$27,858 for one project that carries out Society of American Archivists (SAA) and National Association of Government Archives and Records Administrators (NAGARA) agendas. In addition, the Commission recommended an award of \$50,000, with up to an additional \$35,390 (contingent on the availability of additional FY 1995 funds), to extend the current cooperative agreement between the Council of State Historical Records Coordinators and the Commission. The Commission also recommended \$38,400 for one fellowship in historical editing. The grant recommendations were made in response to more than \$680,400 in requests.

The Commission greeted its new Chair, John W. Carlin, the newly appointed Archivist of the United States. At its meeting, the Commission also re-appointed Gerald W. George Executive Director of the Commission. Mr. George assumes his duties in early July.

As part of its continuing self-evaluation, the Commission reviewed and confirmed the continuation of the three awards that it makes on an annual basis: the Distinguished Service Award, the Sara Jackson Award, and the National History Day Award. Information on these awards is available from the Commission office. NHPRC, Room 607, National Archives (Arch I), Washington, DC 20405, (202) 501-5610; FAX (202) 501-5601.

For this application review cycle, the Commission received many more competitive applications than it had grant funds to support. Therefore, a

number of the awards were made contingent on the availability of additional FY 1995 funds. These monies come from the returns of unexpended grant funds from completed projects or from unmet matching offers. In the list following, an "up to" or "contingent" amount indicates an award that was recommended be made should funds become available by the end of the current fiscal year.

Projects to Improve Documentary Editing (Editing Fellowship):

Mary K. Trigg (Ph.D., Brown University, Providence, RI): A fellowship grant of \$38,400 at the *Papers of Elizabeth Cady Stanton and Susan B. Anthony* project, Rutgers University, New Brunswick, NJ. The fellowship will provide 11 months' training in historical editing.

State Coordinators Cooperative Agreement

Minnesota Historical Society, St. Paul, MN: A grant of \$50,000, with up to \$35,390 in additional contingent funds, to support the second year of a three-year cooperative agreement between the Council of State Historical Records Coordinators (with the Minnesota Historical Society as its grant administrator) and the National Historical Publications and Records Commission. The award supports national meetings of the State Historical Records Coordinators, regional meetings of representatives of State Historical Records Advisory Boards, and a revision and update of the Council's 1993 report on records conditions in the states.

New Documentary Editing Projects: Subventions

- East Stroudsburg University, East Stroudsburg, PA: A contingent grant of up to \$25,000 for the *Papers of the War Department, 1784-1800*. The project is reconstructing a collection that was destroyed by a fire in 1800 in the office of the War Department. Recipient copies of documents sent from the War Department and retained copies of documents sent to the department exist in hundreds of

collections across the country. During the years considered—1784-1800—the War Department was responsible not only for military affairs, but also for Indian, veteran, and naval affairs.

- Colgate Rochester Divinity School/Bexley Hall/Crozer Theological Seminary, Rochester, NY: A contingent grant of up to \$50,000 for the *Howard Thurman Papers*. As a religious and intellectual leader, Thurman (1900-1981) dedicated his life to bringing together people of different faiths, races, and classes. Throughout his career, Thurman tried to reform Christian doctrine with elements of Mohandas Gandhi's critique of traditional Christianity and his principles of unity and non-violent social change. Thurman's message powerfully influenced civil rights leaders beginning in the 1930s.

Projects to Increase Document Use

- Five Colleges, Incorporated, Amherst, MA: A contingent grant of \$41,760 for a three-year project to help secondary school teachers probe the history of slavery and emancipation via primary documents and to enable them to use these primary documents in their classrooms.
- University of Wyoming, American Heritage Center, Laramie, WY: A contingent grant of up to \$23,680 for a one-year project to create a video that will train inexperienced researchers in how to use primary sources.

Projects to Carry Out SAA and NAGARA National Agendas

University of Pittsburgh, Pittsburgh, PA: A contingent grant of \$27,858 for a two-year project to support an institute to provide senior government archivists and information resource managers with the knowledge and tools to improve their organizations' effectiveness in dealing with information policy issues.

News from the National Archives

★★★★

NHPRC Awards Archival Fellowship for 1995-96

The National Historical Publications and Records Commission (NHPRC) is pleased to announce the selection of its Fellow in Archival Administration for 1995-96. The fellowship supports advanced administrative training for archivists who already have work experience and graduate education in their field.

The host institution and its fellow for 1995-96 are:

New York State Archives and Records Administration, Albany, NY. Ann M. Przybyla.

Ms. Przybyla will work with Thomas J. Ruller, Associate Archivist of the Center for Electronic Records. While at the state archives, she will have several specific tasks, each under the direction of a unit manager. Ms. Przybyla will be exposed to program planning and development; policy issues involving access, security, and privacy; organizational assessment and change modeling; and marketing archival services including assessing customer/client/patron needs. She will be assigned two technical projects. The first is to analyze and define descriptive requirements for electronic records available through a government information locator system (GILS). The second is to identify the potential users of electronic records, assess their needs for reference services, and assist in developing a reference services plan for the state archives' electronic records holdings.

The archival fellowship is funded by the NHPRC and is intended to expand administrative training opportunities for professional archivists with two to five years of experience. NHPRC fellows participate in a variety of daily administrative and managerial activities, from personnel concerns and budget planning and

implementation to long-range planning and the development of procedures and policies.

For more information on the fellowship program, contact Laurie A. Baty of the Commission staff at (202) 501-5610.

★★★★

NHPRC Fellowships in Archival Administration: Apply to be Host Institution

For the 1996-97 year, contingent on the availability of funds, the National Historical Publications and Records Commission (NHPRC) is offering one fellowship in archival administration. The Commission is now accepting applications from archival repositories interested in serving as host institution for the fellow to be selected. Not-for-profit organizations and institutions, State and local government agencies, and Federally acknowledged or State-recognized Native American tribes or groups are eligible to apply. The position will focus on active, hands-on experience in administration and management. The application receipt deadline is November 1, 1995.

The Commission views the fellowships program, now in its tenth year, as an opportunity for professional archivists with two to five years' work experience to gain new or additional experience with administrative procedures and problems. Archives interested in applying to serve as the host institution should be able to expose the fellow to a wide variety of archival administrative experiences, as well as formal management or supervisory training, during the nine to twelve months that the fellow will be working with the host's archival staff. In addition, the project director should be a mentor to the fellow, and as such should plan for quality time to be spent with the selected individual. For the 1995-96 fellowships year, the host

institution is the New York State Archives and Records Administration in Albany.

The fellow's stipend is \$35,000, with a benefit payment of \$7,000. Host institutions also are given \$1,500 to interview prospective applicants and to use for the selected fellow's professional travel during the fellowship year.

The host institution will be chosen by December 1, 1995. At that time, application forms for prospective individual fellows will be made available. Individual applications are due March 1, 1996. The fellow will be selected by the host institution from the pool of eligible applicants. The fellowship will begin in the late summer or early fall of 1996.

The Commission strongly encourages any interested archives to contact the Commission staff to discuss its application. Commission staff will work with prospective applicants to assure that their proposals include the range of administrative opportunities desired by the Commission. Prospective institutions should request guidelines and application forms from the NHPRC, National Archives Building (Arch I), Room 607, Washington, DC 20408. **Host applications must be received no later than November 1, 1995.** For further information, contact Laurie A. Baty of the Commission staff at (202) 501-5610 or email laurie.batygarchl.nara.gov.

★★★★

Recent Records Products

The following products from records projects funded by the National Historical Publications and Records Commission (NHPRC) have been recently released. Information concerning availability for purchase has been provided.

- *Building Partnerships For Electronic Recordkeeping: Final Report and Working Papers.* Albany, NY: The University of the State of New York,

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News from the National Archives

Continued from P. 21

The State Education Department, the New York State Archives and Records Administration, Center for Electronic Records, February 1995. A limited number of copies of the report are available from Records Advisory Services, New York State Archives and Records Administration, Room 9C71, Cultural Education Center, Albany, NY 12230. The report is also available electronically via anonymous ftp at unix2.nysed.gov.

The Center for the Study of the History of Nursing, School of Nursing, University of Pennsylvania.

Albert Einstein Medical Center School of Nursing Records, 1928-1964

Alumnae Association of Mercy-Douglass Hospital School of Nursing Records, 1939-1987

Athens County Visiting Nurses Association Records, 1982-1992

Anne L. Austin Papers, 1910-1986

Brandywine Home Health Agency Records, 1917-1990

Mary C. Brennan Papers, 1903-1992

Claire M. Fagin Papers, 1926-1992

History of Nursing in Philadelphia, Inc., Records, 1973-1974

Lock Haven Hospital Records, 1896-1964

Theresa I. Lynch Papers, 1896-1986

Mercy-Douglass Hospital Records, 1896-1977

Dorothy A. Mereness Papers, 1910-1991

Pennsylvania League for Nursing Records, 1948-1989

Pennsylvania Nurses' Association, District 1, Records, 1921-1973

Presbyterian School of Nursing Records, 1871-1988

Alice Merritt Robinson Papers, 1920-1983

Thelma M. Schorr Papers, 1952-1991

Starr Centre Association of Philadelphia Records, 1894-1973

Edna E. LaPorte Strumpf Papers, 1933-1991

Visiting Nurse Association of Allegheny County Records, 1918-1990

Visiting Nurse Association of Ambler and Vicinity Records, 1922-1987

Visiting Nurse Association of Greater Philadelphia Records, 1976-1981

Women's Hospital of Philadelphia Records, 1858-1976

Philadelphia, PA: The Center for the Study of the History of Nursing, nd. For more information about the center's activities or to obtain a copy of a finding aid, contact Margo Szabunia, Curator, The Center for the Study of the History of Nursing, at (215) 898-4502; or send an email message to nhistory@nursing.upenn.edu.

- Delaware Historical Records Advisory Board. *The Future of Historical Records in the First State: Action Plan to Serve Our Documentary Heritage*. Dover, DE: Delaware Historical Records Advisory Board, December 1994. Inquiries regarding this plan should be directed to Howard P. Lowell, State Archivist & Records Administrator, Delaware State Archives, Hall of Records, Dover, DE 19901; or call (302) 739-6711.

- The Eastman School of Music. *Guide to Collections*. Rochester, NY: The Eastman School of Music, 1995. Copies of this guide may be ordered from the Eastman School of Music Archives, 27 Gibbs Street, Rochester, NY 14604-2596; or call (716) 274-1350.

- Florida State Historical Records Advisory Board. *Florida State Historical Records Advisory Board Strategic Plan*. Tallahassee, FL: Bureau of Archives and Records Management, October 1994. For information about the Florida Board, or copies of the plan, contact SHRAP Coordinator, Bureau of Archives and Records Management, Mail Station 9A, Tallahassee, FL 32399-0250; or call (904) 487-2073.

- Kansas State Historical Records Advisory Board. *Historical Records Grants: Statement of Priorities*. Topeka, KS: Kansas State Historical Records Advisory Board, December 1993. For information on the Kansas Board, or for copies of this brochure, contact David A. Haury, Deputy Coordinator, Kansas State Historical Records Advisory Board, Kansas State Historical Society, 120 West 10th Street, Topeka, KS 66612-1291; or call (913) 296-3251.

- McCall, Nancy, and Lisa A. Mix, eds. *Designing Archival Programs to Advance Knowledge in the Health Fields*. Baltimore, MD: The Johns Hopkins University Press, 1995. This book (ISBN 0-0818-4761-3) is available for \$38.50 from The Johns Hopkins University Press, 2200 Girard Avenue, Baltimore, MD 21211; or call (410) 516-6956.

- McDonald, Dedra S., comp., and Kinga Perzynska, ed. *Guide to the Spanish and Mexican Manuscript Collection at the Catholic Archives of Texas*. Austin, TX: Catholic Archives of Texas, 1994. The archives has distributed 300 copies of this guide to libraries and other repositories in the Southwest, Mexico, and Europe. It is available free to institutions. Additional copies can be ordered for \$10. Requests should be addressed to Kinga Perzynska, Catholic Archives of Texas, 1600 N. Congress, P.O. Box-13327-Capitol Station, Austin, TX 78711; or call (512) 476-4888.

- North Carolina State Historical Records Advisory Board. *To Secure Our Legacy: The Future of North Carolina's Documentary Heritage*. Raleigh, NC: North Carolina State Historical Records Advisory Board and the Division of Archives and History, North Carolina Department of Cultural Resources, October 1993. For information on the North Carolina Board, or for copies of this report, contact David J. Olson, State

News from the National Archives

Archivist and Deputy Coordinator, State Archives & Records Administration, Division of Archives and History, 109 East Jones Street, Raleigh, NC 27601-2807; or call (919) 733-3952.

- Oregon State Archives. *Oregon Historical Records Project [Descriptive Inventory]*. Salem, OR: Oregon State Archives, January 1995. County inventories have been submitted to the Research Libraries Group (RLG) for loading into the Research Libraries Information Network (RLIN). Inventories will also be published electronically on the Oregon State Archives' World Wide Web Server (<http://159.121.28.251>).
- *Performance Guidelines for the Admissibility of Records Produced by Information Technology Systems as Evidence Part I*. AIIM TR31-1992.

Silver Spring, MD: Association for Information and Image Management, 1992.

Performance Guidelines for the Acceptance by Government Agencies of Records Produced by Information Technology Systems Part II. AIIM TR31-1993. Silver Spring, MD: Association for Information and Image Management, 1993.

Implementation of the Performance Guidelines for Records Produced by Information Technology Systems Part III. AIIM TR31-1994. Silver Spring, MD: Association for Information and Image Management, 1994.

Model Act and Rule Part IV. AIIM TR31-1994. Silver Spring, MD: Association for Information and Image Management, 1994.

These reports are available from AIIM (Association for Information and Image Management), 1100 Wayne Avenue, Suite 1100, Silver Spring, MD 20910-5603; or call (301) 587-8202; or FAX (301) 587-2711.

- South Carolina State Historical Records Advisory Board. *Four Public Service Announcements*. Video cassette with accompanying script. Columbia, SC: South Carolina State Historical Records Advisory Board, 1994. For more information, contact Roy H. Tryon, State Archivist and Records Administrator, South Carolina Department of Archives and History, P.O. Box 11,669, Capitol Station, Columbia, SC 29211-1669; or call (803) 634-7914.

Continued on P. 24

Donations come in boxes.

Family papers. Photographs. Priceless collections and a preservation nightmare. What to do? Call **1-800-469-1592** for a free Gaylord Archival & Conservation catalog. If you're new to archives, ask for our free Preservation Pathfinders, filled with step-by-step tips. And when you have a technical question about a preservation problem, or need a product you don't see in our catalog, call **1-800-428-3631** any Thursday or Friday to talk with our professional conservator. It's free. Whether you're establishing an archive, or adding to it, Gaylord is here for you.

Solutions for Today's Libraries



p r e s e r v a t i o n

News from the National Archives

Continued from P. 23

- Tom, May Lee, comp. *Directory of Repositories Collecting Records of Women's Organizations*. Cambridge, MA: Arthur and Elizabeth Schlesinger Library on the History of Women in American, July 1994. Copies of this directory were distributed to repositories listed in it. Additional copies may be ordered from Radcliffe College, Schlesinger Library, Manuscripts Department, 10 Garden Street, Cambridge, MA 02138; or call (617) 495-8647; or FAX (617) 4968340.
- Walk, Deborah W. *A Guide to the Archives of The John and Mable Ringling Museum of Art, The State Art Museum of Florida*. Sarasota, FL: The John and Mable Ringling Museum of Art Foundation, Inc., 1994. For more information, contact Deborah Walk, Curator of the Circus Museum and Historical Resources, The John and Mable Ringling Museum of Art, 5401 Bay Shore Road, Sarasota, FL 34243; or call (813) 359-5744.
- Young, David A. *St. Louis Jewish Community Archives: Guide to Archival Collections*. St. Louis, MO: St. Louis Jewish Community Archives, 1995. Requests for information regarding this guide may be directed to David A. Young, St. Louis Jewish Community Archives, 12 Millstone Campus Drive, St. Louis, MO 63146; or call (314) 432-0020.

Information concerning products from NHPRC-funded projects is also available in the Commission's newsletter, *Annotation*, which is published three times a year. If you would like to be placed on the mailing list to receive *Annotation*, contact the Commission at NHPRC, National Archives Building (Arch I), Room 607, Washington, DC 20408; or phone (202) 501-5610.

★★★★

Frank Evans to Retire

Frank Evans, Deputy Assistant Archivist for Records Administration (NJ), will retire on September 30, 1995, after a 45-year career as teacher, archivist and records manager. After teaching history at Pennsylvania State University and serving as Pennsylvania State Archivist, Dr. Evans joined the staff of the National Archives in 1963. During the next dozen years, Dr. Evans served in almost every NARA Office.

From 1976-84 Dr. Evans took a leave of absence to join the staff of Unesco in Paris as a Senior Officer responsible for developing and implementing a worldwide program for records management and archival development.

In the last decade at NARA, Dr. Evans has served as chairman and/or co-author of the CAPA studies on NARA's statutory authorities, the personal papers management guides, the Inter-governmental Records Program.

He has authored or compiled more than seven books and 80 articles on archival and records management topics, including some of the first standard glossaries and bibliographies. He is a former President of the SAA and the Academy of Certified Archivists, honorary member of the International Council on Archives and Executive Board member of NAGARA.

★★★★

Bellardo Named Deputy Archivist

Archivist of the United States John W. Carlin has announced that Dr. Lewis J. Bellardo has been selected for the position of Deputy Archivist of the United States/Chief of Staff. Dr. Bellardo has been on detail as Special Assistant to the Archivist since June 1995. He has also served as Deputy Assistant Archivist for the National

Archives (NN) and Director of the Preservation Policy and Services Division (NNP). Dr. Bellardo joined the National Archives in 1989 as Director for the Center for Legislative Archives.

★★★★

National Archives Issues E-Mail Regulations for Federal Agencies

On Monday, August 28, 1995, the National Archives published in the Federal Register the final regulations on managing records created or received on electronic mail systems.

In a briefing for Federal agencies records officers and the press on Friday, August 25, 1995, Archivist of the United States John W. Carlin said, "The final regulations respond to the concerns of the agencies, professional organizations and researchers. One of the major concerns agencies stressed was that NARA not attempt to impose electronic recordkeeping on them."

"The final regulations recognize that each Federal agency has its own recordkeeping needs and technical capabilities. The law requires that agencies appropriately identify and preserve records that are created on e-mail systems. It does not mandate the format on which the records are to be preserved. Agencies are given the flexibility to determine the most appropriate format for the maintenance of their e-mail..."

EMPLOYMENT

As a service to the MARAC membership the *Mid-Atlantic Archivist* publishes announcements about professional opportunities for archivists. The *maa* reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

There is not a fee for publishing job opportunities; however, announcements from the MARAC region will be given priority. The deadlines for the *maa* are December 1st, March 1st, June 1st and September 1st. Because the *maa* is delivered via bulk rate, exact delivery dates cannot be guaranteed.

It is assumed that all employers comply with Equal Opportunity/Affirmative Action regulations.



PROFESSOR ARCHIVES/INFORMATION SCIENCE

University of Maryland at College Park
College of Library and Information Services

The College of Library and Information Services seeks a highly qualified person to fill a senior position with special responsibility within the nationally recognized History/Library Science dual master's program and the archives/records management specialty of the MLS Program.

Responsibilities: In addition to teaching and research, the position requires close liaison with the archival profession and substantial effort in the recruitment and placement of students.

Qualifications: A Ph.D. in library/information science, history, or related field and a strong interest in information policy are required. Experience in archival management and in teaching is desirable. The successful candidate will have broad knowledge of and extensive contacts in the archives/records management field.

Appointment date: Fall, 1996. Applications will be accepted until February 1, 1996, or until appropriate candidates have been identified.

Inquiries and applications should be sent to: Dr. Diane Barlow, Co-chair Archives/Information Science Faculty Search Committee, College of Library and Information Services, 4105 Hornbake, University of Maryland, College Park, MD 20742, dbarlow@deans.umd.edu

ASSISTANT PROFESSOR INFORMATION SCIENCE

University of Maryland at College Park
College of Library and Information Services

Candidates should have research interests in one or more of the following areas: information retrieval, knowledge representation, interface design, digital libraries, and electronic publishing. Candidates should also be able to teach one of the core curriculum courses in areas such as organization of knowledge or information technology. Preference will be given to candidates with ability to develop research and curriculum linkages with other programs such as computer science, business, engineering, or journalism.

Qualifications: A Doctorate in information science or related field is required. Coursework is offered at the master's and doctoral levels. This tenure track appointment is for 9 1/2 months with the opportunity for summer teaching.

Appointment date: Fall, 1996. Applications will be accepted until February 1, 1996, or until appropriate candidates have been identified.

Inquiries and applications should be sent to: Chair, Information Science Faculty Search Committee, College of Library and Information Services, University of Maryland, College Park, MD 20742-4345, (301) 405-2033, march@oriole.umd.edu

TREASURER'S REPORT
Mid-Atlantic Regional Archives Conference

Treasurer's Report, Fiscal Year 1995
October 1, 1994 - June 30, 1995

Category	Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	% of Budget	Total	1994 Actual
REVENUE AND SUPPORT								
Membership Dues	\$16,500.00	\$11,153.00	\$3,028.00	\$1,549.00		96%	\$15,730.00	\$13,656.25
Publications Sales	1,500.00	430.47	738.81	119.15		99%	1,488.43	3,071.81
Pub. Advertising	1,000.00	120.00	336.00	0		46%	456.00	1,289.00
Bank Interest	1,900.00	672.58	605.75	1,040.48		123%	2,333.82	2,443.12
Conferences	12,000.00	15,577.81	0	6,442.51		185%	22,020.12	24,853.88
Mailing List Sales	160.00	0	60.00	80.00		88%	140.00	190.00
Contributions	150.00	223.00	38.00	0		175%	261.00	121.00
Miscellaneous	0	0	158.00	577.00		735%	735.00	239.97
Total Revenue and Support	\$33,210.00	\$28,176.86	\$4,964.57	\$10,008.14		131%	\$43,149.57	\$45,865.03
EXPENSES								
General	\$1,600.00	\$20.00	\$610.17	\$583.01		76%	\$1,213.18	\$1,190.05
Administrator	3,950.00	516.32	63.60	1,590.44		55%	2,170.36	3,069.61
Treasurer	710.00	10.40	467.00	0		68%	477.40	538.45
Membership	1,500.00	73.08	242.45	175.29		33%	490.82	1,693.49
Committees	4,175.00	481.73	1,301.63	60.45		44%	1,843.81	2,743.98
Conference Advances	2,000.00	2,000.00	0	0		100%	2,000.00	3,000.00
Publications	13,600.00	2,695.56	2,609.00	2,299.00		56%	7,603.56	8,828.00
Awards	425.00	200.00	0	275.00		112%	475.00	300.00
MARAC Scholarship	1,657.00	0	234.00	298.08		32%	532.08	new cat.
Grant Project Expenses	1,000.00	683.46	154.50	0		84%	837.96	new cat.
Miscellaneous	50.00	0	1,635.00	0		3,333%	1,635.00	0
Total Expenses	\$30,667.00	\$6,680.55	\$7,317.35	\$5,281.27		63%	\$19,279.17	\$21,363.58
NET INCOME or (NET LOSS)		\$21,496.31	(\$2,352.78)	\$4,726.87			\$23,870.43	
SUMMARY								
Opening Balance	\$84,783.50							
Income	10,008.14							
Expenses	5,281.27							
Closing Balance	\$89,510.37							
Cash Accounts								
Checking Accts:	\$9,339.92							
Savings Accts:	15,784.58							
Cert. of Dep:	64,385.87							
Total	\$89,510.37							
Fund	Opening	Credits	Debits	Closing				
Current	\$47,483.67	\$9,913.07	\$5,281.27	\$52,113.47				
Endowment	7,299.83	97.07		7,396.90				
Reserve	30,000.00			30,000.00				
Total	\$84,783.50	\$10,008.14	\$5,281.27	\$89,510.37				

NCC Washington Update

Vol. 1, #53, October 11, 1995

by Page Putnam Miller, Director of the National Coordinating Committee

The NCC is a coalition of 53 scholarly organizations, including H-Net. NCC is the history profession's lobby in Washington, and its positions reflect the consensus of its member organizations.

1. Review Panels Release Report on History Standards

On October 11 the Council for Basic Education released the results and recommendations of two independent panels that have completed their review of the National Standards in United States and World History. The two panels recommended some refinement but endorsed much of the work undertaken by The National Center for History in the Schools at UCLA, which developed the Standards and published them last fall. The standards seek to define what all American students should know and be able to do in history. Because of charges by critics that the standards were pessimistic and biased, the Council for Basic Education sponsored this review with funding from the Pew, MacArthur, Ford and Spencer foundations. Albert H. Quie, former governor of Minnesota and the former ranking Republican on the House Committee on Education and Labor, chaired the panel on U.S. History and Dr. Steven Muller, president emeritus of The John Hopkins University, chaired the panel on World History.

The review panels concluded that the overwhelming majority of criticism was targeted at the teaching examples in the documents, rather than at the actual standards for student achievements. They found that once detached from the teaching examples, the proposed standards provide a reasonable set of expectation for learning and a solid basis for strengthening history teaching. The panels noted that the standards emphasis on historical thinking is important and useful for encouraging the development of students' critical thinking skills; and the panels endorsed the standards' use of five spheres — social, political,

scientific/technological, economic, and cultural — to broaden the study of history.

The panels made nine recommendations for the improvement of the history standards: 1) Standards — without teaching examples — should be revised and adopted; 2) The revision and all further work should be guided by the National Center for History in the Schools' criteria for developing the history standards; 3) Delete the teaching examples; 4) Eliminate the biased language; 5) Clarify, expand, and integrate the standards for historical thinking in order to discourage present-mindedness, easy moralizing, and poorly informed historical judgment; 6) Strengthen the standards in regard to the treatment of science, mathematics, technology, and medicine; economic history; the exchange and evolution of ideas; and interactions between and among the five historical spheres; 7) Treat social groups in their specific historical context, recognizing diversity within, as well as between, them; 8) Standards should find ways to encourage students to see the big picture based on their understanding of particular facts and to consider large issues and their development over the span of time and place; 9) The U.S. History panel recommends that in order to achieve a more complete picture of American history, the U.S. history standards need to pay more attention to the relationship between groups and the American nation, the opportunities afforded to immigrants, and the development of democratic ideals. In addition, more attention should be given such presences as Washington and Jefferson and seminal documents such as the Bill of Rights and the Constitution.

Although not an official recommendation, the world history panel also indicated that the treatment of the twentieth century was inadequate and stated that more attention was needed on the complexities of this era, including the Cold War. The panel also noted that the West gets more attention than other regions, but concluded this

was appropriate for students living in the West.

2. Update on FY '96 Funding for Fulbright Programs

There are two programs with Fulbright in their names that are of concern to historians. One is the Fulbright program of international scholarly exchanges. This program which will mark its fiftieth anniversary next year is part of the United States Information Agency (USIA). Its budget in the Commerce, Justice, State, Judiciary and Related Agencies Appropriations Bill. The House has indicated in report language the recommendation of \$112 million for the Fulbright program of international scholarly exchanges (this specific amount does not however appear in the bill), while the Senate has earmarked in the bill \$100 million. The conference committee on this appropriations bill has not yet met. The FY '95 appropriation for the Fulbright international scholarly exchanges was \$118 million.

The Fulbright-Hays Program is located in the Department of Education and focuses on area studies and language training. It funds doctoral dissertation research abroad, faculty research abroad, group projects abroad, and seminars abroad. The FY '95 budget for the Fulbright-Hays program was \$5.79 million. The House Labor, Health and Human Services, and Education Appropriations Bill includes \$4 million and the Senate Appropriations Committee Bill which has not been considered yet by the full Senate has \$5.5 million for the Fulbright-Hays Program.

Another program of the Department of Education that also focuses on area studies is the Title VI domestic program. This program has seven components and is an interdisciplinary effort to promote research and curriculum development in international education, international business, foreign languages, and area studies. Last year the Title VI domestic programs has a budget of \$52.28 million. The House has voted for current level funding but the Senate bill, which has not yet come to the Senate floor, includes \$48.6 million, a 7% cut from FY '95 levels.

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